



HEATHER BUTLER

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OVERVIEW

Heather Butler started her legal services career more than twenty years ago, working as a receptionist at an Alabama law firm. She went on to work as a residential real estate legal assistant, and then began procuring roles in law firm administration, where she found her professional passion. She joined Ellis & Winters as Director of Administration in November 2021 and quickly became an indispensable leader in running the firm's daily operations.

Heather's foremost expertise is in employee management, with additional adeptness in all aspects of human resources administration. Heather most enjoys working with people, whether it's a vendor, employee, or partner of the firm. Her communication skills are her greatest strength, which include a real knack for active listening to ensure everyone is heard and understood. She appreciates being part of a well-oiled machine and knows the importance of allocating resources for the benefit of all departments as well as the entire firm.

Heather is a member of the Association of Legal Administrators (ALA) and is currently the chair of the Business Partner Committee and was elected to join the Board in April 2022. In her free time, she enjoys spending time at the beach with her husband and staying active while keeping up with her grandchildren.